

ILLEGIB

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4. I will be interested in your determination of the feasibility of providing hotel space to meet estimated needs and, if feasible, in your proposed method for acquiring and administering it. I would appreciate the opportunity to review or discuss your plan with you before you proceed to implement it. The timing, of course, is controlled by the opening of the Fair but we should move quickly because advance bookings are probably already deluging the New York Hotels. We probably should be ready to proceed no later than 15 February, and your plan should be developed well before that time.

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Executive Officer to the
Deputy Director for Support

cc: Assistant to DD/I (Administration)
Special Support Assistant to the
Deputy Director for Support
Director of Communications
Director of Personnel

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TRANSMITTAL SLIP		DATE
TO: Special Support Assistant to the DD/S		
ROOM NO. 7D18	BUILDING Hqs.	
REMARKS:		
FROM: Executive Officer to the DD/S		
ROOM NO. 7D18	BUILDING Hqs.	EXTENSION 6535

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

☆ GPO : 1957—O-439445 (47)